

SECRET

Approved For Release 2005/03/30 : CIA-RDP82M00591R000100040001-7

DIRECTOR OF CENTRAL INTELLIGENCE
Security Committee

Copy 5 of 5

25X1

MEMORANDUM FOR: Director, National Reconnaissance Office (S)

FROM: Robert W. Gambino
Chairman

SUBJECT: Paragraph marking []

25X1

25X1

25X1

1. I have your memorandum [] dated 15 December 1978) concerning paragraph classification for [] documents. I sympathize with your desire to avoid administrative measures which appear to serve no useful purpose. However, since [] documents are classified ones, E.O. 12065 is unequivocal in requiring them to be annotated in such a way as to indicate clearly the classification levels of their separate portions (to include subjects or titles). The annotation may be accomplished in various ways. The Order is equally clear in stating that only the Director of the Information Security Oversight Office is authorized to waive this requirement for "specified classes of documents or information." Since it is not in the interests of good security to expose [] information to that official in order to justify to him a request for a waiver, I suggest that you consider the following approaches: []

a. For [] documents of a uniform level of sensitivity (including classification), include a typed or stamped notation along the lines of these examples: "All paragraphs of this document are classified Secret and are to be handled within the [] control system" or "All paragraphs Top Secret, [] Channels". Where such documents are issued on a repetitive basis, stationary may be pre-printed with an appropriate notation. []

b. For [] documents whose portions are of varying levels of sensitivity, either indicate the classification (and control status) of the portions by parenthetical abbreviation at the end of each portion (e.g., "(C)" for Confidential (collateral), [] [] [] or accomplish the same

HANDLE VIA []
CONTROL SYSTEM ONLY

SECRET

Approved For Release 2005/03/30 : CIA-RDP82M00591R000100040001-7

SECRET

objective by use of a typed or stamped notation adapted from the examples in "a" above. []

25X1

c. The classification of titles or subjects of [] documents may be indicated by an immediately following parenthetical abbreviation. In the interests of clear indications, this approach would seem preferable to indicating the classification of subjects or titles in notations at the end of documents. []

25X1

2. Please call on my staff for any assistance you may desire in developing systems for satisfying the Executive Order's requirements in this area. []

25X1

Robert W. Gambino

2

HANDLE VIA []
CONTROL SYSTEM ONLY

25X1

SECRET

~~SECRET~~

SUBJECT: Paragraph markings

25X1

Distribution:

- Copy 1 - Addressee
- 2 - OS Registry
- 3 - SECOM Subject
- 4 - SECOM Control
- 5 - SECOM Chrono

SECOM//jum/27 December 1978/

25X1

3

HANDLE VIA
CONTROL SYSTEM ONLY

25X1

~~SECRET~~

25X1

Approved For Release 2005/03/30 : CIA-RDP82M00591R000100040001-7

Next 1 Page(s) In Document Exempt

Approved For Release 2005/03/30 : CIA-RDP82M00591R000100040001-7